



# **Articles of Association**

## **Galway Sports Partnership – (GSP)**

## **Comhpháirt Spóirt na Gaillimhe (CSG)**

### **1. The Objectives**

1.1 Principle Objective; the main objective for which Galway Sports Partnership (GSP) / Comhpháirt Spóirt na Gaillimhe (CSG) is established is as follows; (for the purpose of this document Galway Sports Partnership will here on in be referred to by its abbreviation “GSP”) To act as a Sports Partnership, to enable me ongoing development of quality sporting and active recreational opportunities throughout Galway in an environment that promotes healthy lifestyles and maximises citizen participation.

#### **1.2 Specific Objectives:**

1.2.1 In furtherance exclusively of the foregoing main object, the GSP shall have the following subsidiary objectives:

1.2.2 To enhance and improve and to assist others in enhancing and improving, development in sports at a local level

1.2.3 To encourage and facilitate increased levels of local participation in sport and physical activity across all age groups with particular emphasis on the target groups defined by the Irish Sports Council

1.2.4 To develop, promote and assist communities in the development and promotion of local sports clubs.

1.2.5 To develop volunteer training

1.2.6 To compile and assist communities in their compilation of local directories of sports bodies and facilities

1.2.7 To engage or assist communities in engaging in research on sport and physical activity at local level consistent with Irish Sports Council research policy

1.2.8 Facilitate the better use of facility development and improvement along with supporting best practice in the management of these facilities.

1.2.9 To establish clear priorities for local facility provision and improvement, with related quality management initiatives

1.2.10 To influence planning and other related policies in order to ensure the provision and proper sustainable sporting opportunities for all.

1.2.11 To provide links between schools and clubs and between schools and the national governing bodies of sport

1.2.12 To allocate and distribute, and to assist in the allocation and distribution of funds for sports and physical activities as they relate to GSP goals and objectives

1.2.13 To develop and to assist in the development of sport at local level

1.2.14 To maintain a partnership website that will assist clubs, groups and organizations to avail of and distribute information on sport and recreation both within and outside of Galway

## **2. Membership**

The steering Group of GSP will be made up of representatives of the following organisations;

- Galway County Council, (x2 – one elected representative and one executive member)
- Galway City Council (x2 – one elected representative and one executive member)
- Galway Roscommon Education & Training Board (x1)
- Health Service Executive West (x1)
- An Garda Siochana (x1)
- Údáras na Gaeltachta (x1)
- Local Development Companies – (x3)
- (Galway Rural Development, Comhair na n-Oilean FORUM, Letterfrack)
- Galway County PPN (x3)
- Galway City PPN (x3)
- Galway Mayo Institute of Technology (x1)
- National University of Ireland, Galway (x1)
- Galway City Partnership (x1)

New agencies and organization who have a valid role in aiding GSP in achieving our objectives can be co-opted onto the Partnership after consideration by the Committee

## **3. Key Principles**

The GSP in its work will seek to embody the following key principles;

- 3.1 Decisions will be reached by consensus
- 3.2 Openness and commitment to change
- 3.3 Mutual respect by all the participant organisations of each other's validity and interest
- 3.4 The overall concepts of equality and social inclusion are accepted and included in the work of the Partnership
- 3.5 The steering Group will complement existing initiatives both locally and nationally
- 3.6 The Committee will strive to ensure sustainability
- 3.7 The work of the Partnership will maintain the highest levels of quality
- 3.8 The impact of the work of the Partnership will be monitored and evaluated
- 3.9 The services of GSP will be available through Irish and English.

#### **4. Roles and responsibilities of the Partnership Committee**

Each member of the Sports Partnership Steering Group will :

- 4.1 Participate fully in the Steering Group's joint deliberations
- 4.2 Take decisions jointly
- 4.3 Be willing to accept responsibility jointly
- 4.4 Accept full responsibility to act bona fide in the interests of the Steering Group and its objectives
- 4.5 Act with openness, honesty and diligence in advancing the process
- 4.6 Apply their experience and judgement on behalf of their representative body and the Sports Partnership Steering Group
- 4.7 Arrange and report back to the organization / agency they represent through appropriate and agreed means
- 4.8 Have a commitment to develop innovative and creative approaches to the development of sport and physical activity in Galway
- 4.9 Respect the confidentiality of the Steering Group's deliberation and the sensitivity in which information may be shared.
- 4.10 Each represented organization is responsible for providing travel and subsistence costs for their nominee to travel and attend meetings if applicable

#### **5. Powers**

- 5.1 To the extent that the same is essential or ancillary to the promotion of the main objective of the Partnership as heretofore set out, GSP may exercise the following powers;
- 5.2 Accept membership of new persons/agencies into the Partnership. Fill vacancies as they occur in a timely fashion.
- 5.3 Invite representations from groups/communities and statutory bodies as outlined at 2 above and replace members who have resigned. Where representative (s) are not in attendance for three (3) consecutive meetings, without a satisfactory reason, write to them and ask that their position be clarified. Should no clarification be forthcoming, they will be considered no longer a member of the Steering Group.
- 5.4 Decide on all policy matters affecting the affairs of the Partnership
- 5.5 Establish whatever working groups as are necessary for the smooth running of the Partnership's affairs and may prescribe terms of reference for the said work groups. Minutes of all proceeding of the working groups will be kept.
- 5.6 Co-operate with and enter into joint initiatives with other persons and bodies, including with other local sports partnerships, having an interest in the promotion, funding and development of sports and physical activity and the deployment and use of sports facilities in Ireland.
- 5.7 Do all such other thing as are incidental or conducive to the attainment of the main objectives of the GSP

## **6. Officers of the Partnership**

- 6.1 Officers must be full members of the Partnership Steering Group.
- 6.2 IN the event of an Officer leaving the executive or Partnership Steering Group a replacement will be sought at the next meeting of Partnership Steering Group.
- 6.3 Officers can serve a maximum of two terms.
- 6.4 The Chairperson will serve in that position for a period of one year and be eligible for re-election to a maximum of three (3) years.
- 6.5 The quorum for a partnership meeting will be one third plus one of the membership, and the meeting shall select a chairperson.
- 6.6 The sports Co-ordinator will act as secretary to the Partnership Steering Group

## **7. Arrangement for Meetings**

- 7.1 Ordinary and Special Meetings;
- 7.2 Committee meeting will normally take place once each quarter
  - 7.2.1 The location of each meeting and agenda for the meeting will be circulated to all members at least one week prior to the meeting by the Co-ordinator
  - 7.2.2 Minutes of the meeting shall be maintained by the co-ordinator and circulated within one week after each meeting
  - 7.2.3 The quorum at committee meetings will be half plus one of the full number of members.
  - 7.2.4 Substitute members will be nominated by each member and can attend ordinary meeting on their behalf
  - 7.2.5 Only the business that is prescribed in the notice for the meeting shall be transacted at the meeting, unless agreed by all present at the meeting.
- 7.3 Annual Meetings;
- 7.3.1 Annual General Meetings will be convened by the Partnership within three calendar months after the 31<sup>st</sup> of December in any year. This meeting will deal with the election of officers of the Steering Group.

## **8. Structure of the Partnership**

- 8.1 GSP shall be based in the offices of Community, Enterprise and Economic Development Unit of Galway County Council who will be responsible for the administration and will maintain offices in the Community, Enterprise and Economic Development Unit in Galway City Council
- 8.2 All funds allocated to the GSP will be lodged to a dedicated code by Galway Council. This money will only be used for costs directly associated with the running of GSP and its programmes. A direct audit trail will exist.
- 8.3 County Galway Council as an agreed lead partner shall be responsible for all aspects of the employee's conditions of employment. All cost associated with any employment for the GSP will be paid to the agreed lead partner.

## 9. Voting Procedures

- 9.1 Voting is not the preferred option of this Steering Group and all decisions should be reached by consensus. However where no other option exists the following procedures will apply;
  - 9.1.1 Each member of the Committee has one vote
  - 9.1.2 Employees funded by the Partnership are not eligible to vote
  - 9.1.3 All members of the Steering Group agree they understand the issue as presented
  - 9.1.4 Votes to be counted by the Co-ordinator or other persons as agreed by the Steering Group.
  - 9.1.5 The Chairperson will make known the decision to the Steering Group
  - 9.1.6 Should it occur that the decision results in a tie, then the result will be determined by the casting vote of the Chairperson.
  - 9.1.7 The Committee will be asked by the Chairperson to confirm its decision. This will be recorded as part of the minutes.

## 10. General

- 10.1 Members of the public and the media shall not be permitted to attend meetings of the GSP except and until invitation from the GSP is given.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Vice Chairperson

### Notes:

- 1. The definition of 'Sport' for the purposes of this constitution is an all-inclusive term used to describe all forms of physical activity.